

ETEXT ATTACHMENT

11/20/2002 18 : 41

To David Deger, Treasurer

From Shannon White

The purpose of this memo is to demonstrate that best efforts have been used to obtain all information regarding contributions received. First, our original solicitation includes request for all contributor information and informs contributor of the requirements under federal law.

Secondly, if all the contributor information is not provided, we perform a stand alone follow up effort to obtain that information. That effort occurs within approximately one week. We call the contributor and attempt to obtain the missing contributor information by way of the telephone. If the contributor requires a written request from us, we then furnish our request in writing. Finally, upon receipt of the missing contribution information, we update our electronic records. At the time our report is submitted, our contribution information is as complete as it can be. If we were to receive information from the contributor after our report has been filed, we amend our report. As of today, all information obtained as a result of our best effort procedures has been entered into our electronic system.